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</table>
The meeting commenced at 7 pm with Mayor Vincent in the Chair. The Mayor welcomed all those in attendance to the meeting.

1.0 ATTENDANCE

Mayor K Vincent
Deputy Mayor B McDonald
Councillor M Purdon
Councillor R Leach
Councillor L White
Councillor R Bunyan
Councillor G Evans

APOLOGIES

Councillor J Dunbabin
Councillor K Degrassi

STAFF IN ATTENDANCE

B Costin General Manager
S Hodge Manager Engineering Services
B Hyndes Manager Environment & Development
R Watts Manager HR & Community Services
S Charles Manager Finance & Information
G Robertson Senior Environmental Health Officer
B Spaulding Personal Assistant to the General Manager

2.0 CONFIRMATION OF THE SPECIAL COUNCIL MEETING MINUTES OF 27 MAY 2013

RECOMMENDATION

“That the Minutes of the Special Council Meeting held on 27 May 2013 be confirmed.”

49/2013 BUNYAN/WHITE

“That the recommendation be accepted.”

The motion was put.

For: Evans, Purdon, White, Leach, Bunyan, McDonald and Vincent

Against: None

The Motion was CARRIED.
3.0 MATTERS ARISING FROM THE MINUTES

Governance

6.1 Item actioned – (Special Council Meeting held 27 May 2013 re Community Consultation for Proposed Voluntary Merger Sorell & Clarence Councils)

4.0 MAYOR’S REPORT

- Councillor Budget Planning meetings x 2
- Planning Scheme meetings x 2
- Weekly DASC Meetings
- Masonic Lodge representation re assistance to fire affected areas
- Dunalley School Principal re school extensions and community kitchen.
- Streetscape meeting
- Arts and Culture meeting
- Met with Rod Parry CEO Hobart Airport
- Met with rep from Conservation Volunteers re assistance to fire affected areas.
- Dodges Ferry Recreation Centre meeting

5.0 DEPARTMENTAL KEY ACTIVITY REPORTS

5.1 GOVERNANCE – BILL COSTIN GENERAL MANAGER

- Attended Community (Red Cross) Grants Workshop held at Dunalley by BRU.
- Met with Mr J Wise, Blue Hills Sporting Shooters Club re Red Cross Community grants.
- Met with Mr A Bayley and Clr Leech re progress land acquisition Neil Davis Place.
- Met with resident group from Homewood Drive, Carlton.
- Met with Miss A Beck re future of the Cole Street precinct, Dubbs & Co road and sewer easements matters.
- Attended introductory meeting with Tas Water CEO Mr M Brewster.
- Attended meeting with SECC re use and applications for Sorell C3.
- Attended update and progress brief on Dunalley Structure Plan.
- Attended (with Clr Evans) CRDSJA quarterly meeting.
- Attended a second 2013/14 rating strategy for farmers meeting. Also updated on interim planning scheme processes and key changes.
- Met with Ms S Ferrar re participation in Sorell C3 business space.
• Attended quarterly Hobart Airport planning coordination forum.
• Participated in Red Cross Tasmanian Bushfire Appeal 2013 Distribution Committee meeting.
• Attended two Sorell Draft Interim Planning Scheme workshops.
• Participated in Sorell/Tasman Affected Area Recovery Committee meeting.
• Met with Chairman and selected members of the Masonic Lodge re donation options for bushfire affected areas.
• Attended National Digital Productivity Conference on invitation and at Commonwealth cost to exhibit Sorell C3 as a product of the DLGP.
• Participated in various Concursive - Sorell C3 Project Meetings and further OEMS development/implementation requirements.
• Participated in CAC project management meetings and progress review sessions, specifically addressed furniture requirements.
• Attended routine internal management meetings as scheduled or required.
• Attended scheduled Council meeting and workshop and also a special council meeting. Also conducted 2013/14 budget workshops.

5.2 ENVIRONMENT & DEVELOPMENT – BILL HYNDERS, MANAGER

Southern Waste Strategy Authority

The SWSA quarterly report is on the agenda. Information on a SWSA initiative, the Garage Sale Trail is on the briefing notes.

Planning Scheme

The Senior Planner has provided Councillors with on-going workshops on the new scheme.

Dunalley Structure Plan

Council’s consultant Emma Riley is continuing work on the structure plan, with considerable community interest shown in being part of the consultation process.

Re-zoning

The Tasmanian Planning Commission finalised a hearing into an application to re-zone land at Penna. Planning consultant Michael Ball appeared for Council. The second (and last) day of the hearing has been held, and a decision is pending.
Legal

The Senior EHO has prepared a draft Environmental Health By-law, which is on the Council meeting agenda.

Bushfire Recovery

Attended a number of meetings relating to bushfire recovery, particularly dealing with building, planning and wastewater issues. Assisted with beach clean-up at Connelly’s Marsh.

Held discussions with Southern Water regarding wastewater servicing issues.

Scheduled Meetings

Attended scheduled Council Meetings, monthly workshops, management and department meetings. Included SMT Strategic Planning Workshop.

5.3 HR & COMMUNITY SERVICES – ROBYN WATTS, MANAGER

HUMAN RESOURCES

Recruitment
- Advertised for Community Development Officer.
- Temps in F&I, Engineering & HR&CS.

Workers Compensation
- One new claim. No LTI.

Professional Development
- Senior First Aid Refresher.
- Exponare training.
- Supporting Behaviour – Lady Gowrie.
- Piecing it Together – Lady Gowrie.
- Customer Service training.
- Psychological Injury, Performance Management & Return to Work seminar.
- WH&S staff training session.
- Emergency Management Conference
- Performance Reviews for staff have commenced.
Health & Wellbeing

- Soup Day.
- Cancer Council Biggest Morning Tea.
- Fruit Day.
- ‘Kickstart your Metabolism’ session.

COMMUNITY SERVICES

Manager met with/attended:

- Representatives of Dunalley Hall Committee.
- Arts & Culture Working Group meeting.
- Representatives of SBRA re Sorell Council Art Acquisition Prize.
- Resident re arts proposal.
- DF Rec Centre meeting.
- Page Seager lawyers.
- Contractor re SMH kitchen.
- Dunalley Hall rebuild working group
- Community members re various issues.
- Community Services Team meeting
- Managers’ budget workshop.
- Council budget workshop
- Council meeting.
- Staff performance reviews

Assistant Manager met with/attended:

- Youth Advisory Group (YAG) meeting & Youth Centre development site visit.
- Children’s Services meetings x 2
- Page Seager meeting
- Community Services Team meeting x 2
- TMAG re Youth Art projects.
- Dunalley Youth meeting.
- Dunalley Hall rebuild working group
- Arts & Culture working group.
- Community Road Safety Partnership meeting.
- Council workshop.
- Youth Centre planning meeting.
- Community member re signage at Dodges Ferry.
- Pembroke Park Advisory Committee meeting (PPAC)
Community Grants Program
- Twenty two Community Grant and ten Youth Grant applications received.

Community Halls
- New lockable cupboards installed in kitchen in Sorell Memorial Hall. As the cupboards will be stocked with crockery and glassware they will remain locked and the key only provided to hirers of the kitchen.
- Two members of Dunalley Hall Committee selected by the Hall Committee to liaise with Council re Hall rebuild.

Right to Information (RTI)
- Two applications for assessed disclosure received.

Current Community Engagement Activity
- PPAC.
- YAG.
- Art & Culture Working Group.
- Imlay Street Park re-development.
- Dunalley Hall rebuild working group.
- Dunalley Youth.
- Seniors ADVISORY Group
- Community Road Safety Partnership

Youth Services
- Continued work on development of Sorell Youth Facebook page.
- Commenced planning for Youth Centre development.
- Discussions with TMAG re funding for Youth Arts program.

Cultural Plan
- Currently collating comments from Arts & Cultural Group members.

Communications
- Staff Updates x 2.
- Regular Sorell Times contribution and four articles.
- Facebook - we currently have 281 Likes.
CHILDREN’S SERVICES

Malunna
- Currently 58 families enrolled, totalling 69 children

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<tr>
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ASC
- Currently 15 families enrolled, totalling 17 children.

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5.4 ENGINEERING SERVICES – STEVE HODGE, MANAGER

As the end of the financial year approaches the capital works program is nearing completion. This has been a particularly busy year with a large number of projects completed successfully. In addition a number of projects, such as the Pembroke Park amenities building and sporting field upgrades, will continue on into the next Financial year. The focus for the remainder of June will be on maintenance to existing infrastructure.

The Development engineering workload, as expected, continues unabated. It is anticipated that there will be some easing of the number of applications due to the bushfires towards the second half of the upcoming Financial year.

The Capital Works program for next year is nearing completion with councillors due to sign off on the program very shortly.

WORKS MANAGER – SAM FENNEY

Road Construction Crew
- Resheeting and maintenance grading Nugent Road from Swannies Bridge east.
- General maintenance grading various locations in accordance with Maintenance Management System (MMS).
Road Maintenance Crew

- Drainage maintenance and clean up eastern end Fulham Road after earlier storm damage.
- Maintenance of sealed road various locations pot hole patching, edge breaks etc. in accordance with MMS.

Stormwater Crew

- Commence Stormwater upgrade of Carlton Beach Road from Penganna to Junction St (Bally Park Road)
- Commence works for CAC underground power re-alignment
- Continued Bridge Maintenance and at various locations
- Pump out of pits and culverts various location.

Parks and Reserves Crew

- Planting of mature trees tracks and trail.
- Maintenance – Parks staff will continue to undertake general maintenance of the various parks, playgrounds and reserves across the municipality.

DEVELOPMENT ENGINEERING MANAGER – BRENTON OAKLEY

Development applications in May again increased over previous months, with 41 applications received for the period.

There were 15 new dwelling applications, 10 applications for outbuildings, 4 applications for subdivisions / unit developments and 10 miscellaneous applications, including application for the South East Irrigation Scheme.

There were 14 fire affected applications which included 7 new dwellings and 6 outbuildings.

A total number of 33 plumbing permits were issued in May, an increase on the previous periods.

5.5 FINANCE AND INFORMATION – SUE CHARLES, MANAGER

Finance

Financial Management

- Issued April 2013 YTD financial information in new format.
- Facilitate the Red Cross financial payments to bushfire affected residents. To date in excess of $2 million on behalf of the Red Cross. Commenced stage 4 payments.
Facilitated Budget preparation meeting with fellow Senior Managers.
Facilitated Budget Workshop three with Councillors and Senior Managers.
Updating financial information for Council’s Transport Asset Management Plans.
Reviewed Financial Delegations for 2013-2014

Revenue
Continue to implement bushfire remissions for rates and charges.

Corporate Governance Administration
Policies Development Bond, Investments, Borrowings.

Economic Development Grants
Completed the third and fourth milestone reporting requirements for the GP Clinic Grant.
Met with key staff to assess Council’s support for the Connelly’s Marsh Bushfire Group grant application.

Contract Management and Leases
Executed a new lease for ratepayer to lease land at Dodges Ferry.
Commenced the lease for Midway Point Neighbourhood House.

Strategic Risk Management
Reviewed strategic risks and established process for SMT to review OH&S matters quarterly.

Information Technology and Communications
Discussion and confirmation of new phone system provider.
Continue with Civica database clean-up.
Assistance for rates reporting.
Preparation for new financial year.
Minor upgrades to Civica, backend server.

Information Management
Continued digitalisation of Property files.
Meetings

- Representative from Commonwealth Health and Ageing on site at Sorell Doctors Surgery.
- Southern Finance Group.
- Councillor Budget Workshop Three.
- Representatives from Pembroke Park Advisory Committee onsite with Council Staff.
- Meeting with Works Department on Capital Works and Maintenance spend to date.
- Meeting with rating staff on revenue matters.
- Dunalley Hall Re-development.
- Meeting with various F&I staff on operational issues
- Attended Council workshops and meetings.

6.0 COUNCIL WORKSHOPS REPORT

The following Council Workshops were held between 16 May 2013 and 12 June 2013.

<table>
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<tr>
<th>Date</th>
<th>Purpose</th>
<th>Councillor Attendance</th>
<th>Councillor Apologies</th>
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<tr>
<td>28 May 2013</td>
<td>Clr Budget Workshop Session 2</td>
<td>Vincent, Dunbabin Degrassi, Purdon, White, Leach and Bunyan</td>
<td>Evans and McDonald</td>
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<tr>
<td>4 June 2013</td>
<td>Council Workshop</td>
<td>Vincent, Evans, Purdon, White, Leach, Bunyan &amp; McDonald</td>
<td>Degrassi and Dunbabin</td>
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<td>5 June 2013</td>
<td>Planning Workshop (JM) Discuss Draft Sorell Interim Planning Scheme</td>
<td>Vincent, White, Bunyan &amp; McDonald</td>
<td>Evans, Leach, Degrassi, Dunbabin and Purdon</td>
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<tr>
<td>11 June 2013</td>
<td>Clr Budget Workshop Session 3</td>
<td>Vincent, Evans, Purdon, White, Leach, Bunyan and McDonald</td>
<td>Dunbabin and Degrassi</td>
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7.0 PETITIONS

No petitions were received.
8.0 DECLARATIONS OF PECUNIARY INTEREST

The Mayor requested any councillors to indicate whether they had, or were likely to have, a pecuniary interest in any item on the agenda.

No councillor indicated, they had, or were likely to have, a pecuniary interest in any items on the agenda.

9.0 LAND USE PLANNING

In considering the following land use planning matters the Council intends to act as a planning authority under the Land Use Planning and Approvals Act 1993.

9.1 DEVELOPMENT ASSESSMENT SPECIAL COMMITTEE MINUTES

RECOMMENDATION

“That the Minutes of the Development Assessment Special Committee (DASC) Meetings of 21 and 28 May and 4 and 11 June 2013 as attached, be noted.”

50/2013 EVANS/LEACH

“That the recommendation be accepted.”

The motion was put.

For: Evans, Purdon, White, Leach, Bunyan, McDonald and Vincent

Against: None

The Motion was CARRIED.

10.0 ENVIRONMENT and DEVELOPMENT

10.1 NOTICE OF INTENTION TO MAKE A NEW ENVIRONMENTAL HEALTH BY-LAW 2013

RECOMMENDATION

“That in accordance with 156(1) of the Local Government Act 1993 Council agrees to:

a. Make a new environmental health by-law;
b. Obtain stakeholder input on the proposed by-law; and
c. Prepare a regulatory impact statement on the by-law.”
51/2013  McDONALD/EVANS

“That the recommendation be accepted.”

The motion was put.

For: Evans, Purdon, White, Leach, Bunyan, McDonald and Vincent

Against: None

The Motion was CARRIED.

10.2  SOUTHERN WASTE STRATEGY AUTHORITY MARCH 2013 QUARTERLY REPORT

RECOMMENDATION


52/2013  BUNYAN/LEACH

“That the recommendation be accepted.”

The motion was put.

For: Evans, Purdon, White, Leach, Bunyan, McDonald and Vincent

Against: None

The Motion was CARRIED.

11.0  QUESTIONS FROM THE PUBLIC

This time is allocated for questions from the public. Questions are to be kept brief and specific to the topic to which they relate.

Tracy Jones complimented the General Manager on providing more legible figures in the attachment to the Southern Waste Strategy Authority Quarterly March 2013 Report.

Sharon Fotheringham asked if Council would consider assisting with insurance for the Forcett Hall? Sue Charles advised Sharon that she needed to put the request in writing to Council earlier (April) in the year, however if she provided this request now it would be considered.
Gail Reeves – Sorell Girl Guides asked how the proposal or the new home for the girl Guides on the property at Penna was going? She said they had heard rumours prior to being informed themselves of this proposal.

Bill Costin advised what he knew about the land and Church of Christ building and Council intent to acquire portions of the Water Corporation land not required as buffer zone for the treatment ponds. They were progressing the matter with officers from Southern Water. It appears possible and doable at this stage. Hopefully be able to get a decision soon.

Sue Charles was awaiting the return of the appropriate person, who was away at present, for further discussions to occur. A detailed proposal is to be discussed with the appropriate persons.

Gail asked if it was reasonable to say that Council was looking at purchasing this land at Penna as the Guides lease ran out on 6 September 2013 and they could not plan beyond that. Bill Costin said he believed Council would not see the Guides kicked out of the lease building (September 2013) if nothing was still available.

Bill also advised that the Council was looking to purchase the land anyway as it was of value for the community. He also said if interested and fits it is a good option for a permanent residence for the Guides.

Mayor Vincent said there was acceptance around the table of what Council would like to do but Lola Cowle and Gail Reeves needed to be happy with the proposal in order for it to progress. He also said Council was not in total control to enable them to get hands on the land yet.

Gail Reeves indicated there was a safety point of view if the Girl Guides were set up on the Penna land e.g. no footpaths and no lighting. She said the Sorell property was central for the children when they left school. The Penna site was 2 kms from the main drag of Midway Point and for some people this was a big issue.Clr Bunyan said there was a bus stop there.

Mayor Vincent said the points had been noted and Lola Cowle had emailed him. All Council property was risk assessed. A lot of things were normally looked at in Council property management.

Clr McDonald said there were other different options. This was not the only one.

Lola Cowle asked for a formal response by 1 July 2013 so they knew where they stood with Council.
The Mayor said a meeting would need to occur and recommendations made before anything being put in writing to Lola Cowle. He also said it was not an intention to keep things quiet prior to his call to them he just wanted guarantee of what was happening first. Gail Reeves said she was asked to keep this information confidential, however it was already out there.

The Mayor again indicated he had been upfront and as open as possible. He did not want to give false hope. Hopefully things were getting closer now.

Gail Reeves thanked Council.

The Mayor thanked those in the gallery for attending and said hopefully there would be positive news for the Girl Guides at the next meeting.

The meeting closed at 7.20 pm.

CONFIRMED

MAYOR VINCENT
CHAIRPERSON
16 July 2013
12.0 **ACRONYMS**

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<td>AGM</td>
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<td>After School Care</td>
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<td>TFS</td>
<td>Tasmania Fire Service</td>
</tr>
<tr>
<td>TPC</td>
<td>Tasmanian Planning Commission</td>
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